EDUCATIONAL
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Dear CELDT District Coordinator:

This is a reminder that registration for the 2017–18 Edition California English Language Development Test (CELDT) Scoring Training of Trainers (STOT) workshops opens on **Monday, February 13, 2017**.

There will be a total of nine workshops in 2017; seven will take place in April, and the final two will take place in August. Workshops will run from 8:00 a.m. to 3:30 p.m. Participants must stay for the entire training to become certified. Continental breakfast and lunch will be provided.

Date	Day	Location
March 23	Thurs.	Sacramento
March 27	Mon.	Costa Mesa
March 28	Tues.	San Diego
March 29	Wed.	Riverside
March 30	Thurs.	Burbank
April 4	Tues.	Clovis
April 7	Fri.	San Jose
August 15	Tues.	Sacramento
August 22	Tues.	Costa Mesa

New STOT workshop participants: Registration priority for the 2017–18 STOT workshops will be given to CELDT district trainers who have never attended a STOT workshop.

Previous STOT workshop participants: CELDT district trainers who have previously attended a STOT workshop must fulfill the 2017–18 training requirement by either: (1) completing the online training presentations and quizzes in the Moodle Training Site; or (2) attending a regional workshop. However, interested previous participants who register will be automatically wait-listed for a possible last-minute slot in a STOT workshop, and will be notified a week prior to each STOT workshop if space is available.

To register for a STOT workshop on or after **Monday, February 13, 2017**, log on to the secure District Portal, select the *Scoring Training of Trainers Workshops* link, then select the **Register Now** button. Complete one online *Request to Attend* form for each trainer you wish to register. A district may register one staff member on a first-come-first-served basis; subsequent registrants and previous participants will be wait-listed for a possible last-minute slot in a STOT workshop. Seven days prior to each STOT workshop, available seats will be filled from the waiting list.

Note that registration for a specific STOT workshop will close when the workshop is full, or seven working days prior to the workshop, whichever occurs first; please register early.

Immediately after the submission of each *Request to Attend* form, a page will appear that confirms the receipt of the registration request. Within five working days, a confirmation of registration will be e-mailed to each registrant at the e-mail address provided in the *Request to Attend* form. Approximately one week before the STOT workshop, a reminder e-mail will be sent to each confirmed registrant.

For further inquiries about the STOT workshops, please contact the CELDT Customer Support Center by phone at 866-850-1039 or by e-mail at support@celdt.org.

Sincerely,

CELDT Project Team
Educational Data Systems

Note: Please do not send a reply to this e-mail message as this e-mail address is not monitored. If you have further questions, please contact the CELDT Customer Support Center.